

Town Manager's Office Town of Mansfield

Date: January 11, 2016
Re: Town Manager's Report

Welcome to our first Council meeting of 2016! Below please find my report concerning various items of interest to the Town Council, the staff and the community:

Council Business

- *Ad hoc Committee on Rental Regulations and Enforcement* – The new ad hoc committee will meet at 5:30 PM on the second Wednesday of the month starting on February 10, 2016. The committee is comprised of Charles Ausburger, Joann Goodwin and Vera Ward from the Planning and Zoning Commission (PZC) and Toni Moran, Bill Ryan and Mark Sargent from the Town Council.
- *Budget Retreat* – We have been talking about holding the Town Council's annual budget retreat on Saturday, January 30, 2016. However, on February 3rd the Governor will be presenting his mid-term budget adjustments to the General Assembly and it may be preferable to wait until Saturday February 6th to hold the budget retreat. I welcome the Council's input on this matter.
- *Future Agenda Items* – At the January 25, 2016 meeting, we will include a discussion of the questions raised by Mansfield resident Charles Naumec. Per the Council's direction, I have asked the Town Attorney to respond to the legal questions and I will field the questions regarding the General Assembly's recent restructuring of the state's Payment in Lieu of Taxes (PILOT) program. In addition, staff is making progress on its review of the town's fee waiver program, and will present a report to the Finance Committee in February.
- *Meeting with State Legislators* – every year the Town Council meets with Mansfield's state delegation to discuss the upcoming term of the General Assembly. We will plan to hold that session for the January 25th or February 8th meeting.

Major Projects and Initiatives

- *Storrs Center* - The Mansfield Downtown Partnership recently welcomed several new businesses to Storrs Center. On November 5, 2016 The UPS Store opened at 1206 Storrs Road – just in time for shipping holiday presents. With the store's opening, the corner building was 100% leased and occupied. Later that month, Educational Playcare opened at 28 Wilbur Cross Way. This family-owned and operated child care center serves infants, toddlers, and children up to age 5. BLiSS, a unique second-hand clothing boutique, opened in 34 Wilbur Cross Way in early December. Kim Cash, the owner, has another successful location in Willimantic, and her creative vision is a welcome addition to the neighborhood. Look for more exciting ventures from Kim in 2016! Dining options in Storrs Center expanded when Dunkin' Donuts opened on December 10th in 12 Royce Circle and, most recently, when Gansett Wraps began serving hungry customers this past Saturday! Their place in 12 Royce Circle is the second location of the independent restaurant owned by Bahaa Mahmoud, whose first restaurant is located in Narragansett, RI. Gansett Wraps' menu includes falafels, kabobs, and other Mediterranean favorites along with a wide variety of wraps, salads, and pizza. Gansett Wraps also offers vegetarian and vegan items. The Mansfield Downtown Partnership looks forward to several more businesses opening in the coming weeks and months, including Blaze Pizza (12 Royce Circle); Tea More Café and the National Institute for the Clinical Application of Behavioral Medicine (NICABM) (both at 40 Wilbur Cross Way); and Kathmandu Kitchen (33 Wilbur Cross Way). LeylandAlliance, master developer of Storrs Center, is in discussions now with potential tenants for the remaining open commercial spaces along Wilbur Cross Way. For more information about commercial leasing, please visit storrscenter.com.

Department Reports

- *Department of Public Works*
 - *Winter Parking Ban* - The Town of Mansfield winter parking ban is now in effect. Per Mansfield's Motor Vehicle & Parking Ordinance, Section 182-3, "No motor vehicle shall be parked on any public highway under the jurisdiction of the Town of Mansfield, or in any area designated as a municipal parking area, between the hours of midnight and 6:00 a.m., from

November 1 through April 15; or [a]t all times when there is any accumulation of snow or ice on said highways or parking areas." This includes the on-street parking in Storrs Center including Storrs Road, Dog Lane, Royce Circle and Wilbur Cross Way. On-street parking during winter storms must not impede traffic or snow removal. Unfortunately, the town will need to tow cars that are found to violate the parking ban or impede plowing operations. The DPW requests that bicycle owners refrain from leaving bicycles on sidewalks or the Town Square during snow storms or overnight. The cooperation of motorists and cyclists will aid DPW staff in their efforts to maintain clear roadways and sidewalks through the winter. Questions may be directed to Mansfield Public Works at (860) 429-3676.

- **Town Manager's Office** – Please join me in welcoming the following new employees:
 - Ashley A. DeSciscio began work October 26, 2015 as the Revenue Specialist in the Revenue Collection Division of Finance. She has been certified by the Connecticut Tax Collector's Association and previously worked for the Town of Windham.
 - Janell M. Mullen began work December 7, 2015 as the Assistant Planner in Planning and Development. Janell will also be performing zoning enforcement duties for the Town. Janell worked as a deputy planner for the City of Los Angeles and as a program manager for the Los Angeles Neighborhood Initiative. She has a bachelor's degree in economics from UCONN and a master's degree in planning from the University of Southern California.
 - Cara J. Webb has been hired as the program coordinator for the Senior Center. She was officially appointed to the position December 14, 2015, but had been working for us in a temporary capacity prior to the appointment. Cara holds an associate's degree from Ohio Valley State University.
 - Melissa L. Higgins began work January 4, 2016 as our Assistant Animal Control Officer. Most recently Melissa worked as a research assistant and she previously worked for the Wake County SPCA. Melissa has a bachelor's degree in pre-veterinary science from UCONN.

Upcoming Events

- *Freedom of Information Act Training* – A reminder that Tom Hennick with the Connecticut Freedom of Information Commission will be conducting a FOIA training session in Mansfield on Thursday, January 21, 2016 at 5:30 PM in Council Chambers of Town Hall. There is no cost to attend the session and it is open to Mansfield board and committee members, as well as staff.
- *Storrs Farmers Market* – Storrs Farmers Market is open year-round! The Winter Market will be open twice a month from December through April in the Buchanan Auditorium of the Mansfield Public Library. Storrs Winter Farmers Market will be open from 3:00 to 5:00 PM on the following dates: Jan 16 and 30; Feb 13 and 27; Mar 12 and 26; and Apr 9 and 23. Everything sold at Storrs Winter Farmers Market is grown or produced in Connecticut, so the offerings change with the seasons. Visit storrsfarmersmarket.org for more information and to sign up for weekly emails from the Market (bi-weekly in the winter).

Upcoming Meetings*

- Historic District Commission, January 12, 2016, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Sustainability Committee, January 13, 2016, 5:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Ad Hoc Committee on Police Services, January 14, 2016, 5:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Solid Waste Advisory Committee, January 14, 2016, 6:30 PM, Conference Room C, Audrey P. Beck Municipal Building
- Transportation Advisory Committee, January 14, 2016, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Personnel Committee, January 19, 2016, 5:30 PM, Conference Room C, Audrey P. Beck Municipal Building

- Committee on Committees, January 19, 2016, 6:30 PM, Town Clerk Vault, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, January 19, 2016, 6:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Open Space Preservation Committee, January 19, 2016, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, January 25, 2016, 7:30 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*